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2 April 1958

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Report #13  
Assessment and Evaluation Staff  
26 March - 1 April 1958

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10 CHANCE for Class. ☐

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1. Chief, A&E discussed with Chief, POD/OP proficiency tests that might be used in determining whether individuals in scientific jobs who do not meet the formal educational requirements should receive the top-of-the-grade pay.

2. Chief, A&E briefed what appeared to him to be the entire professional staff of the Office of Personnel on the activities of the A&E Staff. This presentation symbolized the close integration that has been taking place between the A&E Staff and the Office of Personnel in terms of fully utilizing A&E information.

3. C/TEB met with [redacted] and other members of the training staff in the Office of the Comptroller on 31 March at their request. [redacted] discussed the evaluation policies and characteristic evaluation procedures used in the Office of Training to assist these people in formulating an approach to evaluation and evaluation reporting, which will be consistent with OTR practices.

4. Learning that the evaluations for the Administrative Procedures Course #7 would be delayed because of a typing overload, the Staff made the services of [redacted] available for a day and a half to ease the typing burden.

5. C/TEB [redacted] met with [redacted] of the Intelligence Orientation faculty. This meeting arose from the general and continuing concern for the kinds of persons who consistently have difficulty with the IOC. This Staff has held the position for some time that this problem could not be satisfactorily resolved within the framework of evaluation reporting alone. The nature of the poor performance group and the character of the course are such that the solution lies in some modification of teaching procedure which will enhance the likelihood that these kinds of people will learn the material which is presented. In this connection, [redacted] offered suggestions for using quizzes and review discussions within the existing seminar schedules which will provide a more systematic basis for emphasizing significant points, helping students over the rough spots, and

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25X1 identifying early in the course the students who need specific help. [ ] seems disposed to consider the feasibility of these suggestions and to discuss them with other members of his faculty. This branch is prepared to assist them in developing the quizzes and the procedures for using them effectively for seminar review.

6. C/TEB and [ ] CC/OS, on Thursday and mapped out a project in which [ ] will assist in organizing a core training program.

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7. A&E "presented" three cases at the MSPT O/S Review Panel on 25 March 1958. One of these is of especial interest:

This individual had been assessed covertly on 24-25 November 1952 for a deep cover assignment. Assessment findings indicated a number of quite serious reservations about the individual and stated that he was a poor candidate for operational-type assignments. This information was presented to the Panel.

Medical had no record on him and he was clear security-wise except for one incident during his employment: he had been asked by the host government to leave the particular country (details on this incident were not forthcoming.) The personnel record, however, contained information which was completely in line with the reservations in the assessment report. For example, the last fitness report in the record--April 1956--indicates that he was generally a "barely adequate" performer. It pointed out such things as failure to establish rapport with certain elements in the particular country, lack of self-confidence, offhand manner with facts and details, reporting unsatisfactory, poor faculty for recall, etc.

25X1 [ ] Panel Chairman, felt that since all deficiencies were documented and available to the Division in the file, that the Panel approve the proposed overseas assignment, provided that he and the A&E representative thoroughly briefed the desk as insurance that they, in fact, did have the information.

On 2 [ ] with Messrs. [ ] personnel officer, was also present. The operating people were aware of the information in the file, but not of the A&E information. The individual concerned has been in Washington for about 1½ years now awaiting a new assignment which has apparently been slow in coming. The present proposed assignment, a specialized

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PP activity, will maximize the individual's highly-specialized skill and knowledge and will not require him to deal with "operational" matters as such. Our feeling was that the assignment was well tailored to the individual and, as such, the risk was greatly reduced. However, we took the opportunity to brief the desk people on our services and suggested to them the possibility of having the man reassessed.

PERSONAL NOTES.

1. [ ] has completed Intelligence Orientation Course No. 19.

2. [ ] has made arrangements to spend two weeks of military leave in May working with the faculty of the Strategic Intelligence School.

3. [ ] gave birth to a six pound, eleven ounce boy on 29 March 1958.

[ ]  
Chief, Assessment and Evaluation

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